

# Guidelines and Steps for Use of the Youth Nutrition Education Evaluation Reporting System (Y-NEERS) and the Related Web Site for Tools

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**Overview:** The Youth Nutrition Education Evaluation Reporting System (Y-NEERS) and the Youth Evaluation Tools & Documentation Web site were designed for the following:

- As a repository of impact evaluation tools for use in assessing knowledge, attitude and behavior changes in youth learners participating in foods and nutrition education programs;
- As a system through which selected youth impact evaluation tools, as well as the background information about the development and testing of the tools, can be shared;
- As a system for collecting, summarizing and reporting youth evaluation results related to selected youth evaluation tools.

**Step 1:** Decide which Impact Evaluation tools used with youth learners meet the criteria for inclusion in Y-NEERS. You may want to make this decision in consultation with nutrition education program staff, Evaluation specialists, Nutrition/Foods/Food Safety specialists and others.

**Criteria (listed from most to least rigorous):**

- Tool has been scientifically evaluated for statistical reliability and validity (please include definitions of the terms in your description as well as the tests and statistics used)
- Tool yields results that imply changes in knowledge or behavior based on less formal tests of validity and reliability (please include definitions of the terms in your description as well as the methods used)
- Tool has been used with target learners numerous times with many learners. Results, such as changes before to after, have been compelling and valued by stakeholders.
- Tool has been developed in consultation with evaluation specialists and front-line educators. Tool was pre-tested with learners before final use in the field. Repeated use of the tool has yielded results that are consistent with what one would expect and have proven useful to the users of the tool.

**Step 2:**

**2a:** Prepare a description of the Impact Evaluation tool(s) that are to be included in Y-NEERS. The description should include the following information:

- A brief history of the tools or instrument including relevant information about tool development and testing (see information about Criteria for inclusion, above);
- Information about how the tools have been used (audiences, sites, any special characteristics that another user should know);
- How the tools can be obtained (preferably a web address);
- Names and information for contact persons who can answer questions about the tools.

**2b:** Submit the description to: Bev Phillips at [Beverly.phillips@ces.uwex.edu](mailto:Beverly.phillips@ces.uwex.edu) for placement on the “Youth Evaluation Tools & Documentation” web site <http://www.uwex.edu/ces/wnep/NCyouth> (on a University of Wisconsin server).

**2c:** Place the Evaluation tool(s) on a local website (which can be linked from the “Youth Evaluation Tools & Documentation” web site), or prepare to have them readily available, upon request.

**Step 3:** Enter information about the Evaluation tool(s) into Y-NEERS. Be prepared to select appropriate Core Area(s) (“Domains”) and Impact Indicator(s) for each tool. Other information about each tool will include: Grade(s) of youth for which it is appropriate, type of tool, best response(s), scoring of responses, and text for use in reporting results.

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